

**SUBSTANCE ABUSE COUNSELORS  
ADVISORY COMMITTEE  
MINUTES  
May 17, 2006**

- PRESENT:** Bob Aebli, Valerie Allen, Latrice Briggs, Lorie Goeser, Sandra Graham, Gail Kinney, Kevin Knudson, Tony Moore, Vicky Quintanilla, Michael Waupoose, Sheila Weix, Kathryn Wolf, Sheryl Graeber, Sally Tess, Sterlon White
- EXCUSED:** Cesar Mejia, Ann Marie Starr, Todd Campbell
- STAFF:** Jeff Scanlan, Director of Health Service Professions; Dennis Schuh, Legal Counsel, Barbara Wyatt Sibley, Deputy Secretary, Gina York, Bureau Assistant, Kelly Niesen, Credentialing; Barbara Showers, Office of Education and Examinations and other DRL staff
- GUESTS:** Yvonne Nair; WAAODA; Alice Mirk, DHFS/BMHSAS; Michael Kemp, WAADAC; Wolfgang Wallschlaeger, WAADAC; Laurie Lessard, LSS

**CALL TO ORDER**

Jeff Scanlan, Director of Health Service Professions, called the meeting to order at 9:12 a.m. There was a quorum of fifteen members present at today's meeting.

**APPROVAL OF AGENDA**

**Additions to the Agenda:**

- Open Session: Add under Item F. – Add Discuss the Student Development Plan

**MOTION:** Sheryl Graeber moved, seconded by Shelia Weix, to approve the agenda of May 17, 2006 as amended. Motion carried unanimously.

**APPROVAL OF MINUTES OF MARCH 8, 2006**

**Amendments to the Minutes:**

None.

**MOTION:** Sandra Graham moved, seconded by Michael Waupoose, to approve the minutes of March 8, 2006 as written. Motion carried unanimously.

### **ADMINISTRATIVE REPORT**

Jeff Scanlan, Director of Health Service Professions, informed the Committee of several DRL staff updates. Eric Callisto, Division Administrator for the Division of Enforcement has accepted the position of Executive Assistant with the Public Service Commission. His last day was March 31, 2006. Dennis Schuh, Legal Counsel for Accounting, Dentistry, Psychology, Substance Abuse Counselors and Administrative Law Judge has been appointed as the Division Administrator of the Division of Enforcement. Deputy Secretary Sandra Rowe accepted a position as Deputy Chief Legal Counsel with the Department of Health and Family Services. Sandy's last day with us was March 3rd. We are happy to announce the following additions to our staff. Martha Zydowsky has accepted the position of Management Services Division Administrator and began this past Monday, March 27th. She came to us from the Department of Revenue. Jim Parker accepted the position as Budget Director and began last Monday, March 29th and also came to us from the Department of Revenue. On April 18, Governor Doyle appointed Barbara Wyatt Sibley as the new Deputy Secretary of the Department of Regulation and Licensing. Previously, Ms. Wyatt Sibley served as President and CEO of the YWCA of Greater Milwaukee. Mr. Scanlan notified the Committee that SB 673 has been signed by the Governor as Act 407 on May 10, 2006. He reviewed with the Committee the policy regarding the completion of the travel forms and provided a sample for each member to use as a reference to ensure all members will receive a timely reimbursement.

### **REPORT IC&RC SPRING REPORT**

Jeff Scanlan, Director of Health Service Professions, provided a report to the Committee regarding the IC & RC spring meeting. Mr. Scanlan reviewed the main issues such as reciprocity, minimum standards, CPM (oral interview), IC/RC financial issues, and a possible merger of NAADAC & IC&RC. He then opened the floor for comments and questions from the Committee.

### **PROCESS DISCUSSION WORKING THROUGH DIFFICULT ISSUES AND DEVELOPING A CONSENSUS**

Jeff Scanlan, Director of Health Service Professions, held a discussion regarding suggestions on how the Committee can work through some of the difficult issues before them and develop a consensus. At the AODA conference, it was discovered there are some misunderstandings out in the field. The Committee's goal is to choose the best alternatives, keeping in mind the short time frames, and to meet the needs of the substance abuse profession.

**DRAFT OF PROPOSED RULEMAKING AND ORDER ADOPTING EMERGENCY  
RULES EFFECTIVE APRIL 15, 2006**

Jeff Scanlan, Director of Health Service Professions, and Dennis Schuh, Legal Counsel, reviewed with the Committee the rulemaking process at today's meeting. After additional discussion the following action was taken by the Committee.

**MOTION:** Shelia Weix moved, seconded by Robert Aebli, that RL 164 and RL 165 be moved forward in the rulemaking process.. Motion carried unanimously.

**SB 673 DISCUSSION NEXT STEPS**

Jeff Scanlan, Director of Health Service Professions, informed the Committee that SB 673 became Act 407, signed by the Governor, and passed in to law on May 10, 2006. Dennis Schuh, Legal Counsel, answered questions regarding the next steps and how to handle statutes and rules in the future. A link will be available on the DRL Website shortly.

**DISCUSSION ITEM REQUIREMENTS FOR SUBSTANCE ABUSE  
COUNSELORS IN TRAINING**

Jeff Scanlan, Director of Health Service Professions, asked the Committee to breakout into three groups. Before group discussions began, he provided specifics on what the objectives and goals were and topics requiring resolution. The three main issues before the groups were minimum qualifications, scope of practice, and training requirements (for ongoing training). After a set time period, the Committee resumed and shared their points for each area and came up with the following conclusions.

**MOTION:** Michael Waupoose moved, seconded by Sterlon White, to accept a HSED, GED, or High School Diploma for entry into the Substance Abuse Counselor In Training level. Motion carried unanimously.

**MOTION:** Sterlon White moved, seconded by Valerie Allen, to accept a minimum of one hundred (100) hours of education and training for entry into the Substance Abuse Counselor In Training level. Opposed- Vicky Quintanilla. Motion carried.

**MOTION:** Bob Aebli moved, seconded by Shelia Weix, to require a minimum qualification of a Substance Abuse Counselor In Training to provide evidence of current employment, offer of employment, volunteer or educational field experience. Motion carried unanimously

**MOTION:** Shelia Weix moved, seconded by Lorie Goeser, to establish a delayed compliance date of six months. Opposed - Gail Kinney. Motion carried.

## **STUDENT DEVELOPMENT PLAN**

Noted.

### **DISCUSSION ITEM SUPERVISORY REQUIREMENTS FOR SUBSTANCE ABUSE COUNSELORS IN TRAINING**

At the last meeting, Dennis Schuh, Legal Counsel, discussed with the Committee what they believe the role of the supervisor should be and urged them to begin considering whether a possible increase in supervisory requirements is needed to ensure accountability. Today the Committee discussed what would be the appropriate supervision requirements for Substance Abuse Counselors In Training and reviewed what other states are doing. The Committee recommended that Jeff Scanlan, Director of Health Service Professions, send an email to all Committee members for input regarding the qualifications and scope of practice for supervisors. This topic will be discussed in detail at the next Committee meeting.

### **DISCUSSION S.U.D. ELEMENTS TEST REQUIREMENT FOR RADCI AND RECOMMENDATIONS FOR SUBSTANCE ABUSE COUNSELORS IN TRAINING BARBARA SHOWERS**

Barbara Showers, Office of Education and Examinations, reported to the Committee information regarding the Substance Abuse Disorder (SUD) Elements Test for RADCI. Dr. Showers would like the Committee to discuss the options of continuing the current Wisconsin Elements test, find a new exam in use elsewhere, develop a new exam, or do not have an exam requirement for the trainee level. If we did require an exam it would have to be a pre-qualification examination, and the Committee will need to clarify the role of the exam and what would it measure. If the Committee decides not to have an examination for the Substance Abuse Counselor In Training level, the supervisor would be responsible for the public safety and scope of practice of the trainee.

**MOTION:** Shelia Weix moved, seconded by Kathy Wolfe, to require an Ethics and Boundaries and Jurisprudence Examination for the Substance Abuse Counselor In Training level. Opposed – Bob Aebli. Motion carried.

### **DISCUSSION ORAL EXAMINATION REQUIREMENTS FOR RECIPROCITY THE CASE PRESENTATION METHOD (CPM) BARBARA SHOWERS**

This topic was referred to the next Committee meeting.

## **INFORMATIONAL ITEMS**

None.

**VISITOR COMMENTS**

Noted.

**ADJOURNMENT**

**MOTION:** Sheila Weix moved, seconded by Sheryl Graeber, to adjourn the meeting at 4:34 p.m. Motion carried unanimously.